

APPROVED

STATE OF TEXAS §

COUNTY OF TARRANT §

CITY OF BEDFORD §

The Library Board of the City of Bedford, Texas, met in regular session at 7:00 p.m. in the Library, 2424 Forest Ridge Drive on the 15th day of August 2012 to review items on the regular agenda and to hear staff reports, with the following members present, constituting a quorum:

**Present:**

Deborah Allbach  
Jennefer Campbell  
Lori Irvin  
Karen Kersey  
Rick Peters  
Helene Ray  
Brenda Roche

**Excused Absence:**

Ron Boyer

**Also Present:**

Councilman Brown  
Maria Redburn

(The following items were considered in accordance with the official agenda posted on the 9<sup>th</sup> day of August 2012.)

**CALL TO ORDER**

Rick Peters called the meeting to order at 7:02 p.m.

**ROLL CALL/INTRODUCTIONS**

**APPROVAL OF MINUTES**

1. Consider approval of the following Library Board minutes: July 18, 2012 regular session.

The minutes were unanimously APPROVED.

1<sup>st</sup> by Board Member Roche

2<sup>nd</sup> by Board Member Kersey

**OLD BUSINESS**

2. Discussion and possible action regarding Focus Group Analysis.

The group recommended the results be synthesized into four categories:

- Kudos, for the positive comments.

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- We can help you today, for comments reflecting misinformation or unawareness of current library services.
- This we are addressing this year, for the can do ideas.
- Future goals, for ideas that may take up to five years to accomplish.

Recommendations on how to respond to other items which are unlikely to be addressed should be framed in explanatory phrases such as...litter in the front yard – City crews pick up the landscaped areas twice a week... or comments on the collection as, a certain percent of the budget is spent on enhancing the collection. The attached policy guides buying decisions. Input on revision of the policy is welcome.

A Spanish language focus group is scheduled for September 11<sup>th</sup>.

**NEW BUSINESS**

**3. Update on Budget Retreat by Councilman Chris Brown.**

Councilman Brown reviewed the proposed City Budget. There were several highlights for the library including funding of new staff positions and creation of a building maintenance fund.

**4. Discussion and possible action regarding Study Room Policy.**

The draft policy was well received. A few recommendations were made regarding less direct wording regarding cell phone statements. Use of cell phones is not an issue except when loud noise is associated with some uses. Noise levels are addressed in the policy and deemed sufficient to cover abusive use of cell phones.

**REPORTS**

**5. Discussion and distribution of Library Manager's Report.**

Copies of the Library Board Report and Statistical Report were distributed.

Special note was made of the Summer Reading Club party which was very successful.

Discussion on the impact on young students created awareness that there are five new librarians in the HEB ISD. Ms. Redburn stated she would reach out to them.

**NEXT MEETING**

The next meeting of the Library Advisory Board will be on Wednesday, September 19, 2012. Brenda Roche may not be in town. All members were reminded that an email or call regarding an absence is a courtesy which results in an excused absence.

**ADJOURNMENT**

The meeting was adjourned at 8:15 p.m. by Rick Peters.

1<sup>st</sup> by Board Member Allbach  
2<sup>nd</sup> by Board Member Roche

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**Deborah Allbach, Board Secretary  
Bedford Public Library Advisory Board**